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**CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL**

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Inspection Report

Provider Name: Paris-Bourbon County YMCA Child Development Center	Provider Information Provider Type: LICENSED TYPE I	License No: L355298
Provider Address: 917 Main Street, Paris, KY, 40361		Capacity: 128
Owner(s): Young Men's Christian Association Of Paris-bourbon County, Inc.		Director(s): Thomas, Rebecca Sue

Inspection Type: Investigation	Inspection Information	Inspection No: 149757
Visit Start Date: 03/16/2015 7:20 AM	Visit End Date: 03/16/2015 10:05 AM	
	No. of Children Present: 12	

Inspection Report

Staffing Requirements

40 - Ratios and Group Size

In Compliance

922 KAR 2:120. Section 2. Child Care Services.

(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:

Age of Children Ratio Maximum Group Size*

Infant

1 staff for 5 children 10

Toddler

1 staff for 6 children 12

Preschool-age 2 to 3 years

1 staff for 10 children 20

Preschool-age 3 to 4 years

1 staff for 12 children 24

Preschool-age 4 to 5 years

1 staff for 14 children 28

School-age 5 to 7 years

1 staff for 15 children 30

School-age 7 and older

1 staff for 25 children

(for before and after school) 30

1 staff for 20 children

(full day of care) 30

***Maximum Group Size shall be applicable only to Type I child-care centers.**

Inspection Report

General Administration

175 - Change of Director

Not In Compliance

922 KAR 2:110. Section 6. Reports.

(3) A licensee shall report to the cabinet within one (1) week:

- (a) Any resignation, termination, or change of director; and
- (b) The name of the acting director who satisfies the requirement of Section (4) of this administrative regulation.

Findings:

General: Based on Interview, it was found that the new director has been employed as the director as of 2/23/15. The new director indicated through interview she assumed that a request had been submitted for a change of director by someone in the main office of the YMCA. A review of information from the Division of Regulated Child Care on 3/10/15 found that a request for a change of director for the facility had not be received.

Director Requirements

275 - Caregiver Alone

Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

(n) Assume that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;

Findings:

General: Based on Interview, based on interviews with more than one (1) staff person it was found that the director has been left alone with children on at least two (2) occasions while the staff person in the room took a break. An interview with the newly named director and a review of files found that the director recently moved to Kentucky from Minnesota. However, an application for the results of a criminal records check from Minnesota has not been submitted. Therefore the results of the criminal records check was not on file.

Employee Records

300 - Background checks/left alone

Not In Compliance

922 KAR 2:090. Section 6. License Issuance.

(5) An individual described in subsection (4) of this section shall:

- (a) Submit to background checks described in paragraph (b) of this subsection;
- (b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:
 - 1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;
 - 2. Criminal records check required by KRS 199.896(19);
 - 3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and
 - 4. An address check of the Sex Offender Registry; and
- (c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.

Findings:

General: Based on Interview, based on interviews with more than one (1) staff person it was found that the director has been left alone with children on at least two (2) occasions while the staff person in the room took a break. An interview with the newly named director and a review of files found that the director recently moved to Kentucky from Minnesota. However, an application for the results of a criminal records check from Minnesota has not been submitted. Therefore the results of the criminal records check was not on file.

315 - Educational Requirements

In Compliance

922 KAR 2:110. Section 5. Staff Requirements.

(1) Child-care center staff:

- (a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:
 - 1. High school diploma;
 - 2. GED or qualifying documentation from a comparable educational entity; or
 - 3. Commonwealth Child Care Credential as described in 922 KAR 2:250;

320 - TB Verification

In Compliance

922 KAR 2:110. Section 5. Staff Requirements.

(1) Child-care center staff:

- (b) Shall provide, prior to employment and every two (2) years thereafter:
 - 1. A statement from a health professional that the individual is free of active tuberculosis; or
 - 2. A copy of negative tuberculin results.

Written Documentation

1095 - Daily Attendance Records

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(c) Daily attendance records documenting the arrival and departure time of each child, including records that are required in accordance with 922 KAR 2:160, Section 13, if a child receives services from the child-care center through the Child Care Assistance Program;

Findings:

General: Based on Interview, it was found that there are children who attend the facility that leave the facility for a period of time each day to attend preschool programs located within the local schools. These children then return to the facility for child care later in the day. A review of records found that the time these children leave for preschool is not being documented and the time these same children return to the facility is not being documented. An interview with the staff person in charge found that she was unaware the children needed to be signed out and then signed back in upon their return.

Signature of
Provider/Representative

Title

Date